



DATE: June 17, 2015

AGENDA ITEM # 4

**TO:** Design Review Commission  
**FROM:** Sean K. Gallegos, Assistant Planner  
**SUBJECT:** 15-SC-12 – 1290 Carmel Terrace

**RECOMMENDATION:**

Approve design review application 15-SC-12 subject to the listed findings and conditions

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**PROJECT DESCRIPTION**

This is a design review application for an addition to an existing one-story, single-family house. The proposed project will include an addition of 660 square feet on the second story. The following table summarizes the project:

**GENERAL PLAN DESIGNATION:** Single-family, Residential  
**ZONING:** R1-10  
**PARCEL SIZE:** 9,688 square feet  
**MATERIALS:** Tile roof, stucco, vinyl windows, wood trim, and iron balcony railing

	<b>Existing</b>	<b>Proposed</b>	<b>Allowed/Required</b>
<b>LOT COVERAGE:</b>	2,831 square feet	2,831 square feet	2,906 square feet
<b>FLOOR AREA:</b>			
First floor	2,728 square feet	2,728 square feet	
Second floor		660 square feet	
Total	2,728 square feet	3,388 square feet	3,391 square feet
<b>SETBACKS:</b>			
Front (Carmel Terrace)	21 feet	35 feet	25 feet
Rear	24 feet	68 feet	25 feet
Right side (1 <sup>st</sup> /2 <sup>nd</sup> )	10 feet	10 feet/18 feet	7.5 feet/15 feet
Exterior side (Portland Avenue)	11.5 feet	11.5 feet/18.5 feet	15 feet <sup>1</sup>
<b>HEIGHT:</b>			
	14 feet	21 feet	27 feet

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<sup>1</sup> There is a discrepancy on the site plan (Sheet A2) that shows a seven-foot, six-inch, exterior side setback, where a 15-foot setback is required. The discrepancy will be revised in the building plans.

## **BACKGROUND**

The subject property is located in a Consistent Character Neighborhood as defined in the City's Residential Design Guidelines. Carmel Terrace consists of single- and two-story, ranch-styled houses that are similar in size, footprint, design characteristics, building materials, and scale. The adjoining street, Portland Avenue, also contains a low-profile pattern of homes in similar size and scale. The landscaping is varied with no distinct street tree pattern.

## **DISCUSSION**

According to the Design Guidelines, in Consistent Character Neighborhoods, good neighbor design has design elements, materials and scale found within the neighborhood and sizes that are not significantly larger than other homes in the neighborhood. This requires a project to fit in and lessen abrupt changes.

The design is similar to homes in the area. Its use of gable and hip roof forms, projecting porch, low-pitched roof and articulated massing reflects the character of structures in the area. The second story balcony along the front elevation is a distinctive element that adds symmetry with the loft and bedroom No. 4 on the second floor and accentuates the horizontal profile of the design. The design also relies on hipped roofs to comply with the daylight plan, but incorporates gable elements to improve its integrations with the existing design. The design's tile roofing, stucco finish, wood trim are integral to the existing design concept, and they reflect a high quality and appropriate relationship to the rustic qualities of the area.

The second story addition is in-keeping with low-scale structures found in the neighborhood, and will be the ninth, two-story structure in the immediate neighborhood. The second floor wall plate height of eight feet is consistent with the low plate heights of existing residences in the neighborhood. The second floor massing is located above the center of the first story and visually softened by the roof massing and low eave line. The overall height of the structure is 21 feet, which is substantially lower than the allowed height of 27 feet. Overall, the two-story design is well proportioned and articulated to reduce the effect of bulk and mass, and is appropriate for the context of the area.

### **Privacy and Landscaping**

The left (south) side second story elevation facing Portland Avenue includes one window in the loft and one window in the den. Due to the windows facing the right-of-way, the proposed second story left side windows do not create unreasonable privacy issues.

The right (north) second story elevation includes one window in the bedroom No. 4 and one door for a balcony. The window in bedroom No. 4 has a four-foot sill height, which diminish privacy impacts due to its sill height. The semicircular balcony off the den has a depth of nine feet wide and four feet deep, primarily faces the rear yard. As outlined in the Residential Design Guidelines, the applicant limited the depth of a balcony to four feet to create a more passive use area that is less likely to create a privacy impact. The balcony was recessed approximately ten to 45 feet within the roof form to obstruct views and maintains a setback of 38 feet from the side (north) property line and 69 feet from the rear (west) property line.

The rear (west) second story elevation includes three windows, including one window in bathroom No. 4 with a four-foot sill height, one window in the stairwell with a five-foot, six-inch, sill height and one window in the den with a three-foot, six-inch, sill height. As designed with the high windowsill heights, bathroom No. 4 and the stairwell window maintain a reasonable degree of privacy for the adjacent property. The den window may result in privacy impacts due to its low sill height. This impact is diminished by the window facing two oak trees along the rear property lines, views being obscured by the first floor roof, and a 67-foot setback from the rear property line. Therefore, as designed, staff finds that the project maintains a reasonable degree of privacy.

The applicant is maintaining all trees on the property. Tree protection guidelines will be followed to maintain the trees during construction. The proposed landscape plan will meet the City's Landscaping and Street Tree Guidelines.

## **ENVIRONMENTAL REVIEW**

This project is categorically exempt from environmental review under Section 15301 of the Environmental Quality Act because it involves additions to an existing structure.

## **PUBLIC CONTACT**

A public meeting notice was posted on the property and mailed to 11 nearby property owners on Carmel Terrace, Portland Avenue and Buckingham Drive.

Cc: Sangwook Jee, Applicant and Owner  
Rick Gould, Designer

### Attachments:

- A. Application
- B. Neighborhood Compatibility Worksheet
- C. Area Map and Vicinity Map
- D. Public Noticing and Notification Map

## FINDINGS

15-SC-12—1290 Carmel Terrace

1. With regard to design review for an addition to an existing single-family structure, the Design Review Commission finds the following in accordance with Section 14.76.050 of the Municipal Code that:
  - a. The proposed addition complies with all provision of this chapter;
  - b. The height, elevations, and placement on the site of the proposed addition, when considered with reference to the nature and location of residential structures on adjacent lots, will avoid unreasonable interference with views and privacy and will consider the topographic and geologic constraints imposed by particular building site conditions;
  - c. The natural landscape will be preserved insofar as practicable by minimizing tree and soil removal; grade changes shall be minimized and will be in keeping with the general appearance of neighboring developed areas;
  - d. The orientation of the proposed addition in relation to the immediate neighborhood will minimize the perception of excessive bulk;
  - e. General architectural considerations, including the character, size, scale, and quality of the design, the architectural relationship with the site and other buildings, building materials, and similar elements have been incorporated in order to insure the compatibility of the development with its design concept and the character of adjacent buildings; and
  - f. The proposed addition has been designed to follow the natural contours of the site with minimal grading, minimum impervious cover, and maximum erosion protection.

## CONDITIONS

15-SC-12—1290 Carmel Terrace

1. The approval is based on the plans received on May 28, 2015 and the written application materials provided by the applicant, except as may be modified by these conditions. The scope of work is limited to that shown on the plans and may not exceed rebuilding 50 percent of the existing structure.
2. An encroachment permit shall be obtained from the Engineering Division prior to doing any work within the public street right-of-way.
3. Only gas fireplaces, pellet fueled wood heaters or EPA certified wood-burning appliances may be installed in all new construction pursuant to Chapter 12.64 of the Municipal Code.
4. The applicant/owner agrees to indemnify, defend, protect, and hold City harmless from all costs and expenses, including attorney's fees, incurred by the City or held to be the liability of City in connection with City's defense of its actions in any proceeding brought in any State or Federal Court, challenging any of the City's action with respect to the applicant's project.
5. **Prior to the issuance of a Demolition Permit or Building Permit**, tree protection fencing shall be installed around the dripline, or as required by the project arborist, of the following trees (Nos. 1-3 and 8) as shown on the site plan. Tree protection fencing shall be chain link and a minimum of five feet in height with posts driven into the ground and shall not be removed until all building construction has been completed unless approved by the Planning Division.
6. **Prior to building permit submittal, the project plans shall contain/show:**
  - a. The conditions of approval shall be incorporated into the title page of the plans.
  - b. On the grading plan and/or the site plan, show all tree protection fencing and add the following note: "All tree protection fencing shall be chain link and a minimum of five feet in height with posts driven into the ground."
  - c. Verification that the house will comply with the California Green Building Standards pursuant to Section 12.26 of the Municipal Code and provide a signature from the project's Qualified Green Building Professional Designer/Architect and property owner.
  - d. The location of any air conditioning units on the site plan and the manufacturer's sound rating for each unit.
  - e. Compliance with the New Development and Construction Best Management Practices and Urban Runoff Pollution Prevention program, as adopted by the City for the purposes of preventing storm water pollution (i.e. downspouts directed to landscaped areas, minimize directly connected impervious areas, etc.).
7. **Prior to final inspection:**

- a. All front yard, exterior side and street trees shall be maintained and/or installed as shown on the approved plans or as required by the Planning Division.
- b. Submit verification that the house was built in compliance with the City's Green Building Ordinance (Section 12.26 of the Municipal Code).

# ATTACHMENT A



## CITY OF LOS ALTOS GENERAL APPLICATION

Type of Review Requested: *(Check all boxes that apply)*

Permit # 1106599

<input type="checkbox"/>	One-Story Design Review	<input type="checkbox"/>	Sign Review	<input type="checkbox"/>	Multiple-Family Review
<input checked="" type="checkbox"/>	Two-Story Design Review	<input type="checkbox"/>	Sidewalk Display Permit	<input type="checkbox"/>	Rezoning
<input type="checkbox"/>	Variance(s)	<input type="checkbox"/>	Use Permit	<input type="checkbox"/>	R1-S Overlay
<input type="checkbox"/>	Lot Line Adjustment	<input type="checkbox"/>	Tenant Improvement	<input type="checkbox"/>	General Plan/Code Amendment
<input type="checkbox"/>	Tentative Map/Division of Land	<input type="checkbox"/>	Preliminary Project Review	<input type="checkbox"/>	Appeal
<input type="checkbox"/>	Subdivision Map Review	<input type="checkbox"/>	Commercial Design Review	<input type="checkbox"/>	Other:

Project Address/Location: 1290 Carmel Ter. Los Altos, CA. 94024

Project Proposal/Use: two story addition, bathroom remodel.

Current Use of Property: Residential

Assessor Parcel Number(s) 193-43-032-00 Site Area: \_\_\_\_\_

<sup>2 1/2 Flr</sup>  
New Sq. Ft.: 661 Remodeled Sq. Ft.: 340 Existing Sq. Ft. to Remain: \_\_\_\_\_

Total Existing Sq. Ft.: 2727.5 Total Proposed Sq. Ft. (including basement): 3388.5

Applicant's Name: Sangwook Jee

Home Telephone #: 650-625-1739 Business Telephone #: 650-646-1687

Mailing Address: 1290 Carmel Ter

City/State/Zip Code: Los Altos, CA. 94024

Property Owner's Name: Sangwook Jee

Home Telephone #: 650-625-1739 Business Telephone #: 650-646-1687

Mailing Address: 1290 Carmel Ter

City/State/Zip Code: Los Altos, CA, 94024

Architect/Designer's Name: Rick Gould Telephone #: 650-520-9215

E-mail: RGOULD777@Comcast.NET

\*\*\* If your project includes complete or partial demolition of an existing residence or commercial building, a demolition permit must be issued and finalized prior to obtaining your building permit. Please contact the Building Division for a demolition package. \*\*\*

(continued on back)



# ATTACHMENT B



City of Los Altos

Planning Division

(650) 947-2750

[Planning@losaltosca.gov](mailto:Planning@losaltosca.gov)

## NEIGHBORHOOD COMPATIBILITY WORKSHEET

In order for your design review application for single-family residential remodel/addition or new construction to be successful, it is important that you consider your property, the neighborhood's special characteristics that surround that property and the compatibility of your proposal with that neighborhood. The purpose is to help you understand your neighborhood before you begin the design process with your architect/designer/builder or begin any formal process with the City of Los Altos. *Please note that this worksheet must be submitted with your 1<sup>st</sup> application.*

The Residential Design Guidelines encourage neighborhood compatibility without necessarily forsaking individual taste. Various factors contribute to a design that is considered compatible with a surrounding neighborhood. The factors that City officials will be considering in your design could include, but are not limited to: design theme, scale, bulk, size, roof line, lot coverage, slope of lot, setbacks, daylight plane, one or two-story, exterior materials, landscaping et cetera.

It will be helpful to have a site plan to use in conjunction with this worksheet. Your site plan should accurately depict your property boundaries. The best source for this is the legal description in your deed.

Photographs of your property and its relationship to your neighborhood (see below) will be a necessary part of your first submittal. Taking photographs before you start your project will allow you to see and appreciate that your property could be within an area that has a strong neighborhood pattern. The photographs should be taken from across the street with a standard 35mm camera and organized by address, one row for each side of the street. Photographs should also be taken of the properties on either side and behind your property from on your property.

This worksheet/check list is meant to help *you* as well as to help the City planners and Planning Commission understand your proposal. Reasonable guesses to your answers are acceptable. The City is not looking for precise measurements on this worksheet.

Project Address 1290 Carmel Ter.

Scope of Project: Addition or Remodel  or New Home

Age of existing home if this project is to be an addition or remodel? 1990

Is the existing house listed on the City's Historic Resources Inventory? No

Address: 1290 Carmel Ter  
Date: 03/15/2015

**What constitutes your neighborhood?**

There is no clear answer to this question. For the purpose of this worksheet, consider first your street, the two contiguous homes on either side of, and directly behind, your property and the five to six homes directly across the street (eight to nine homes). At the minimum, these are the houses that you should photograph. If there is any question in your mind about your neighborhood boundaries, consider a radius of approximately 200 to 300 feet around your property and consider that your neighborhood.

**Streetscape**

**1. Typical neighborhood lot size\*:**

Lot area: 10,000 square feet  
Lot dimensions: Length 150 feet  
Width 67 feet

*N/A* If your lot is significantly different than those in your neighborhood, then note its: area \_\_\_\_\_, length \_\_\_\_\_, and width \_\_\_\_\_.

**2. Setback of homes to front property line: (Pgs. 8-11 Design Guidelines)**

Existing front setback if home is a remodel? 25 ft  
What % of the front facing walls of the neighborhood homes are at the front setback 90 %  
Existing front setback for house on left 25 ft./on right N/A .  
\_\_\_\_\_ ft. (No house on right due to corner lot)  
Do the front setbacks of adjacent houses line up? Yes .

**3. Garage Location Pattern: (Pg. 19 Design Guidelines)**

Indicate the relationship of garage locations in your neighborhood\* only on your street (count for each type)  
Garage facing front projecting from front of house face 6  
Garage facing front recessed from front of house face 2  
Garage in back yard 1  
Garage facing the side 1  
Number of 1-car garages 1; 2-car garages 8; 3-car garages 1

Address: 1290 Carmel Ter  
Date: 03/15/2015

4. **Single or Two-Story Homes:**

What % of the homes in your neighborhood\* are:

One-story 20

Two-story 80 .

5. **Roof heights and shapes:**

Is the overall height of house ridgelines generally the same in your neighborhood\*? Yes .

Are there mostly hip ✓, gable style ✓, or other style     roofs\*?

Do the roof forms appear simple ✓ or complex    ?

Do the houses share generally the same eave height Yes?

6. **Exterior Materials:** (Pg. 22 Design Guidelines)

What siding materials are frequently used in your neighborhood\*?

    wood shingle  stucco     board & batten     clapboard  
    tile     stone     brick     combination of one or more materials  
(if so, describe) \_\_\_\_\_

What roofing materials (wood shake/shingle, asphalt shingle, flat tile, rounded tile, cement tile, slate) are consistently (about 80%) used?

Asphalt Shingle .

If no consistency then explain: \_\_\_\_\_

7. **Architectural Style:** (Appendix C, Design Guidelines)

Does your neighborhood\* have a consistent identifiable architectural style?

YES  NO

Type?  Ranch  Shingle     Tudor  Mediterranean/Spanish  
    Contemporary     Colonial  Bungalow     Other

Address: 1290 Carmel Ter  
Date: 07/15/2015

8. Lot Slope: (Pg. 25 Design Guidelines)

Does your property have a noticeable slope? No

What is the direction of your slope? (relative to the street) N/A

Is your slope higher \_\_\_\_\_ lower \_\_\_\_\_ same \_\_\_\_\_ in relationship to the neighboring properties? Is there a noticeable difference in grade between your property/house and the one across the street or directly behind?

9. Landscaping:

Are there any frequently used or typical landscaping features on your street (i.e. big trees, front lawns, sidewalks, curbs, landscape to street edge, etc.)?  
Mostly big trees.

How visible are your house and other houses from the street or back neighbor's property?  
Fairly visible.

Are there any major existing landscaping features on your property and how is the unimproved public right-of-way developed in front of your property (gravel, dirt, asphalt, landscape)?

Hedges on the front & right side of the house.  
Dirt in front of the house.

10. Width of Street:

What is the width of the roadway paving on your street in feet? 30 ft

Is there a parking area on the street or in the shoulder area? Yes

Is the shoulder area (unimproved public right-of-way) paved, unpaved, gravel, landscaped, and/or defined with a curb/gutter? \_\_\_\_\_

Combination of paved and unpaved shoulder.

Address: 1290 Carmel Tr.  
Date: 03/15/2015

11. What characteristics make this neighborhood\* cohesive?

Such as roof material and type (hip, gable, flat), siding (board and batten, cement plaster, horizontal wood, brick), deep front yard setbacks, horizontal feel, landscape approach etc.:

Most of our neighborhood houses are two story  
home with a mixture of new and old construction.  
Roofs are hip and gable mixture, siding materials  
are mixture of plaster and horizontal wood.  
Uniform front setbacks.

General Study

- A. Have major visible streetscape changes occurred in your neighborhood?  
 YES  NO
- B. Do you think that most (~ 80%) of the homes were originally built at the same time?  
 YES  NO
- C. Do the lots in your neighborhood appear to be the same size?  
 YES  NO
- D. Do the lot widths appear to be consistent in the neighborhood?  
 YES  NO
- E. Are the front setbacks of homes on your street consistent (~80% within 5 feet)?  
 YES  NO
- F. Do you have active CCR's in your neighborhood? (p.36 Building Guide)  
 YES  NO
- G. Do the houses appear to be of similar size as viewed from the street?  
 YES  NO
- H. Does the new exterior remodel or new construction design you are planning relate in most ways to the prevailing style(s) in your existing neighborhood?  
 YES  NO

Address: 1290 Carmel Ter  
 Date: 03/15/2015

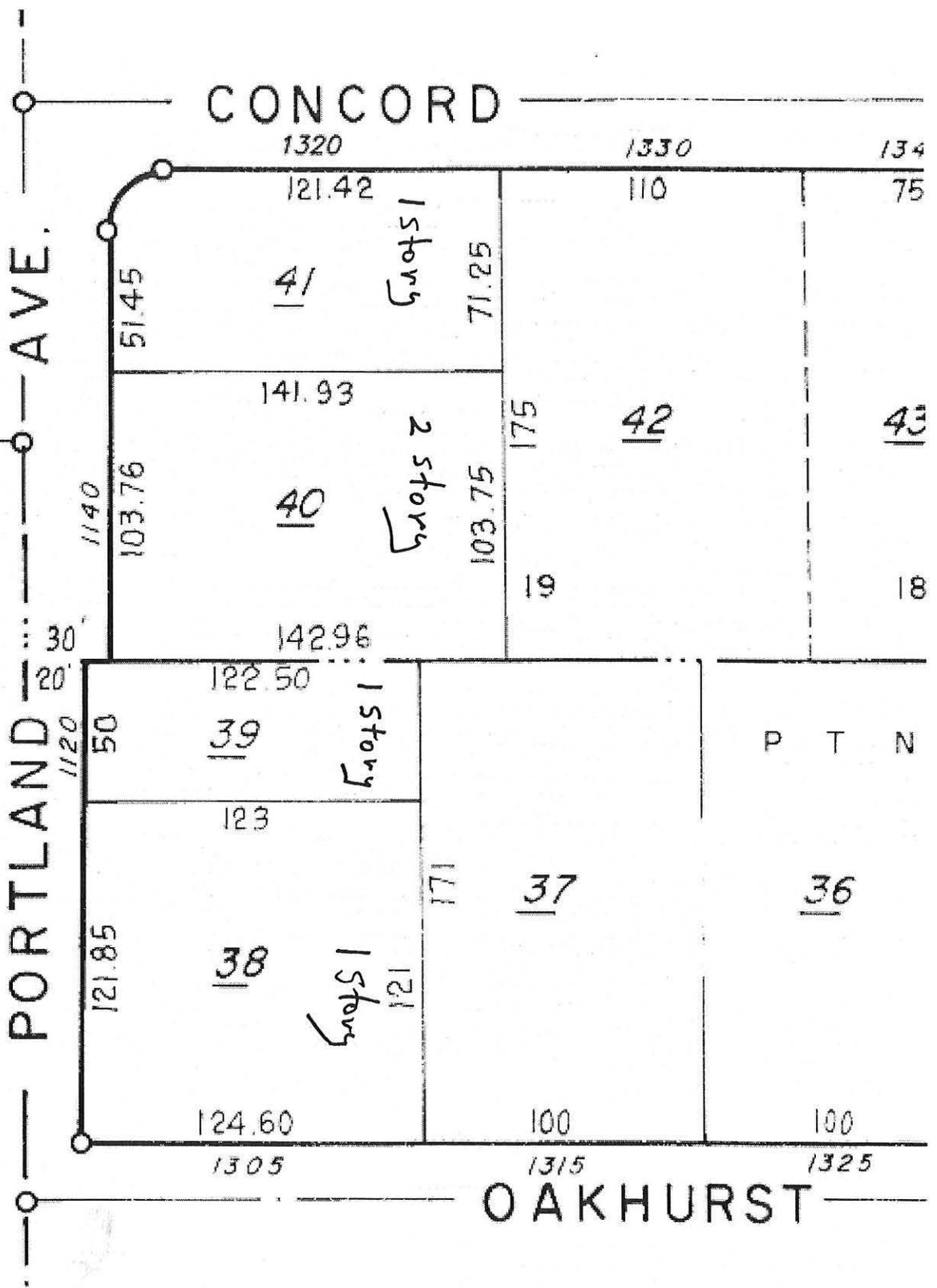
### Summary Table

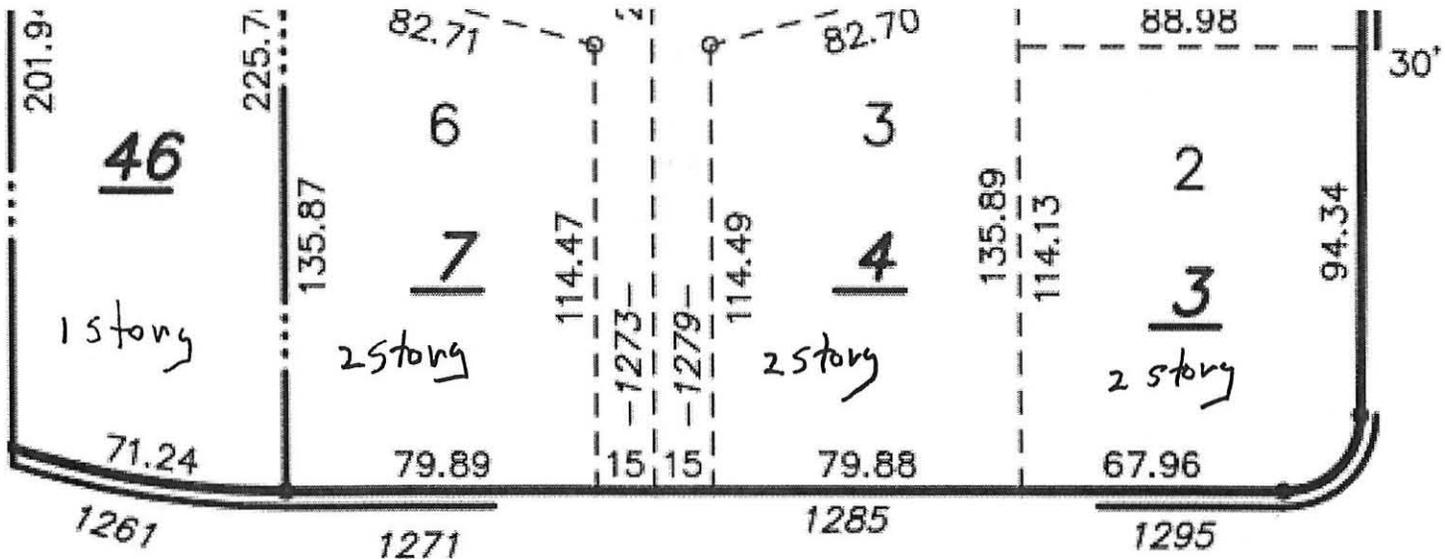
Please use this table to summarize the characteristics of the houses in your immediate neighborhood (two homes on either side, directly behind and the five to six homes directly across the street).

	Address	Front setback	Rear setback	Garage location	One or two stories	Height	Materials	Architecture (simple or complex)
Left	1288 Carmel Ter	Yes		Front	TWO	21	Stucco	Simple
	1280 Carmel Ter	Yes		Front	TWO	21	Stucco	Simple
Back	1191 Buckingham Dr	Yes		Front	one	13	Stucco	Simple
	1181 Buckingham Dr.	Yes		Front	TWO	23	Stucco	Simple
Right	1120 Portland Ave	Yes		Back yard	one	13	Stucco	Simple
	1140 Portland Ave	Yes		Front	TWO	23	Stucco	Simple
Front	1150 Portland Ave	Yes		Side	TWO	23	Side panel	Simple
	1295 Carmel Ter	Yes		Front	TWO	23	Brick / Stucco	Simple
	1285 Carmel Ter	Yes		Front	TWO	23	Brick / Stucco	Simple
	1271 Carmel Ter	Yes		Front	TWO	23	Brick / panel	Simple

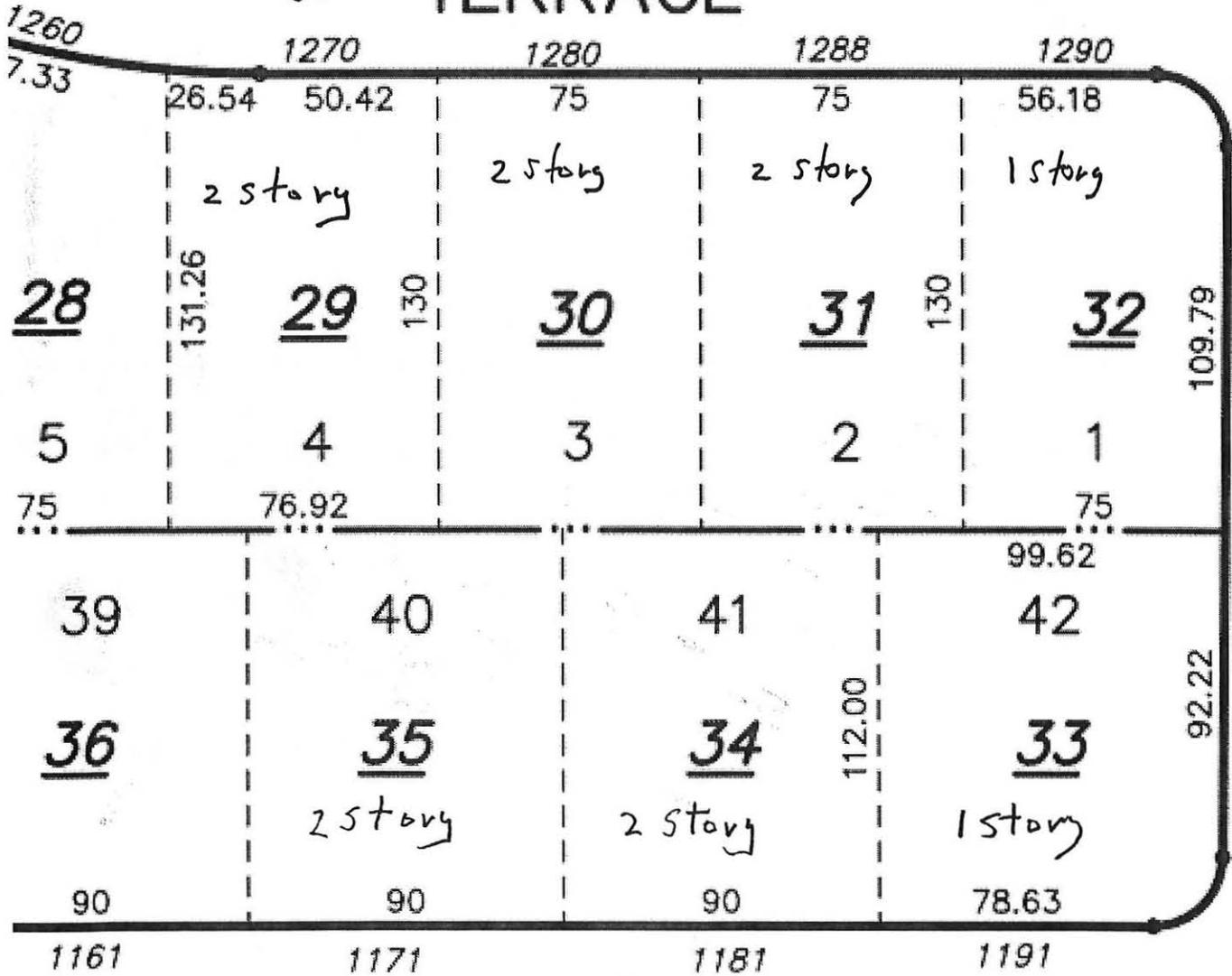
43

CARMEL TERRACE





Carmel TERRACE

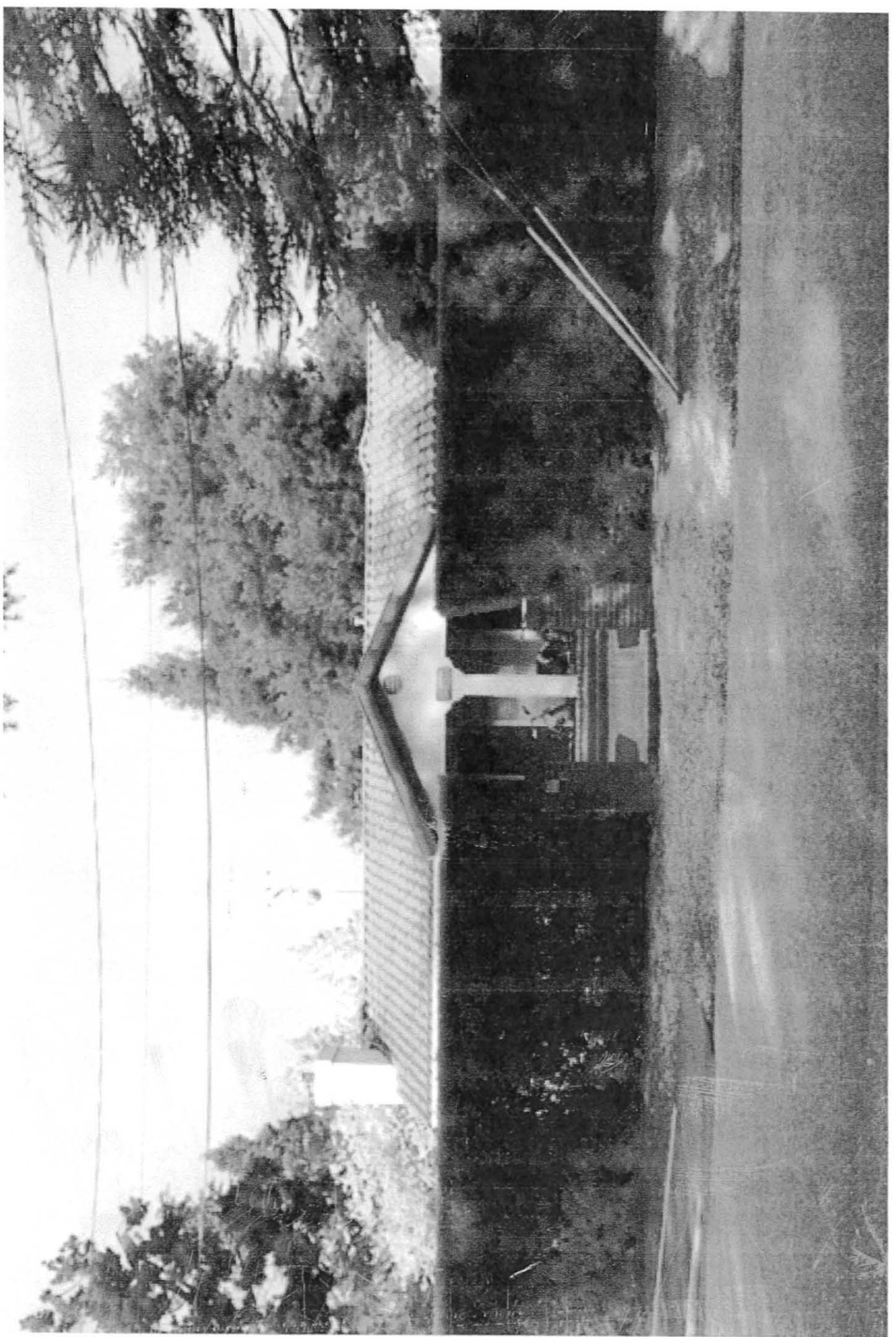


PORTLAND

DRIVE

Buckingham

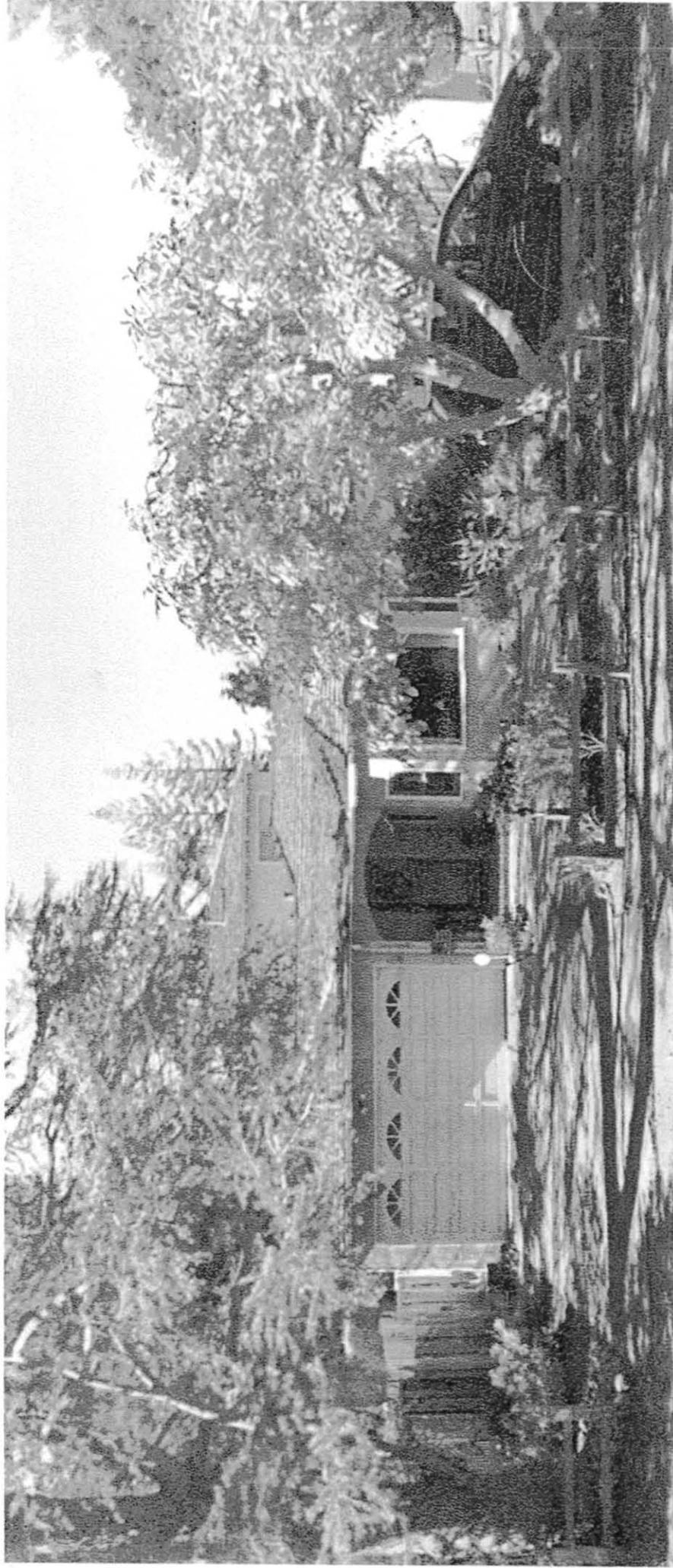
1290 Carmel Terrace



1280 Carmel Terrace



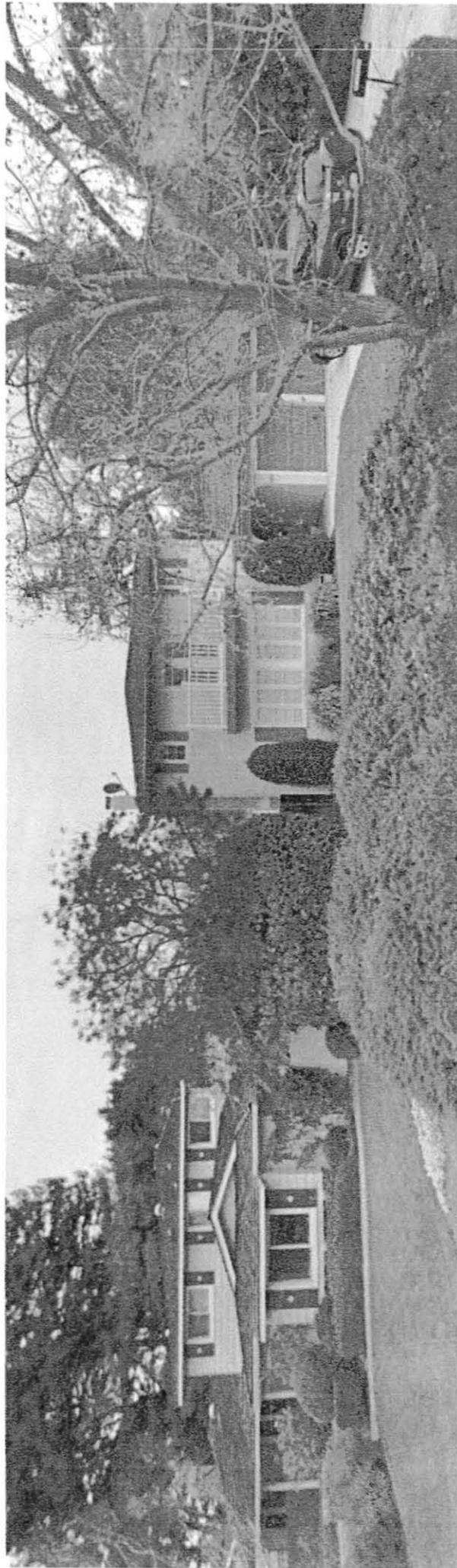
1288 Carmel Terrace



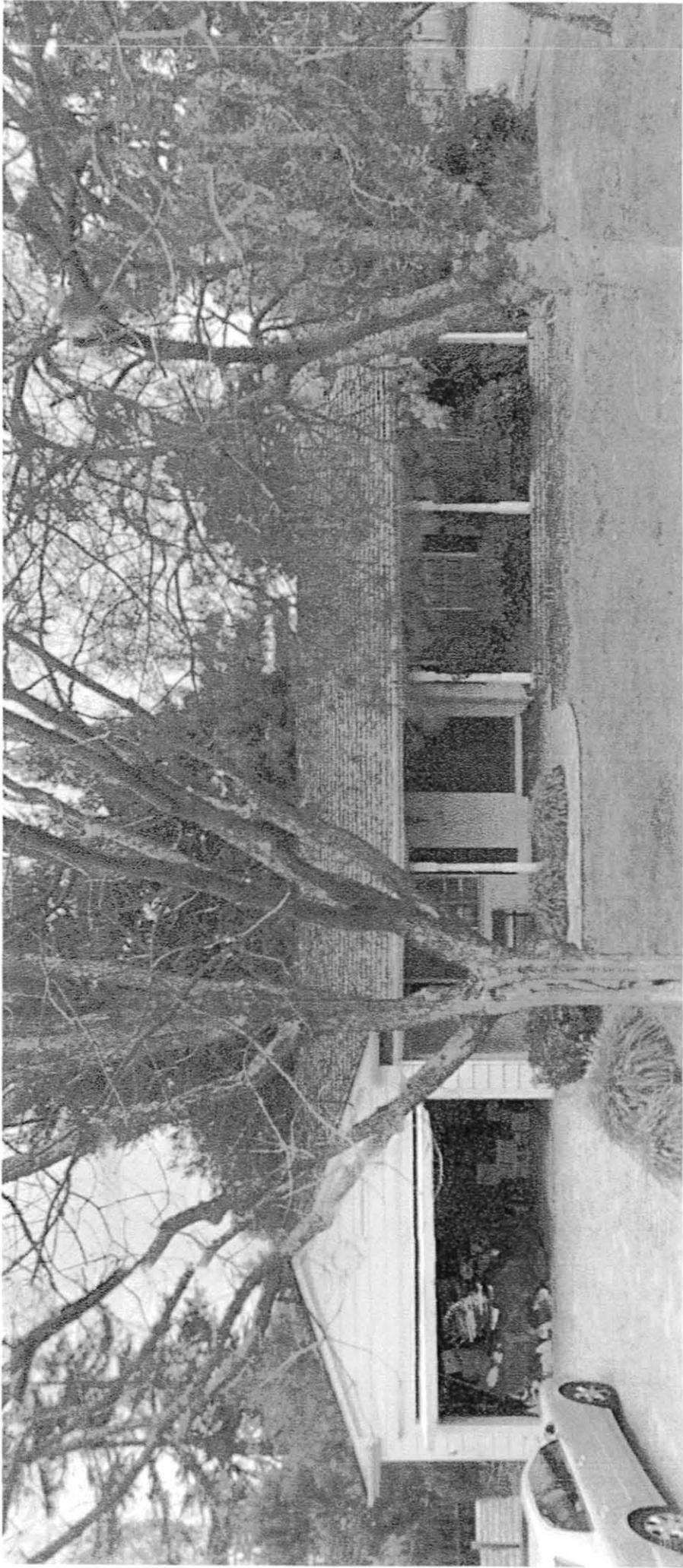
1288 CARMEL TERRACE



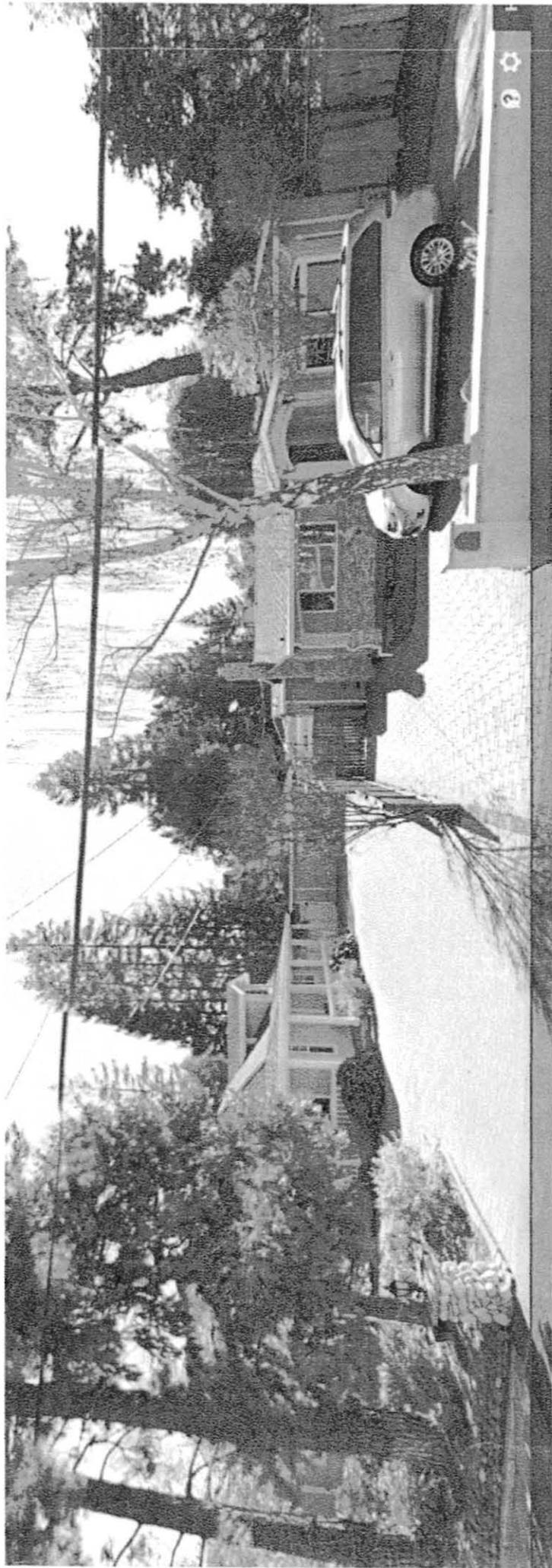
1171 AND 1181 BUCKINGHAM DRIVE



1191 BUCKINGHAM DRIVE



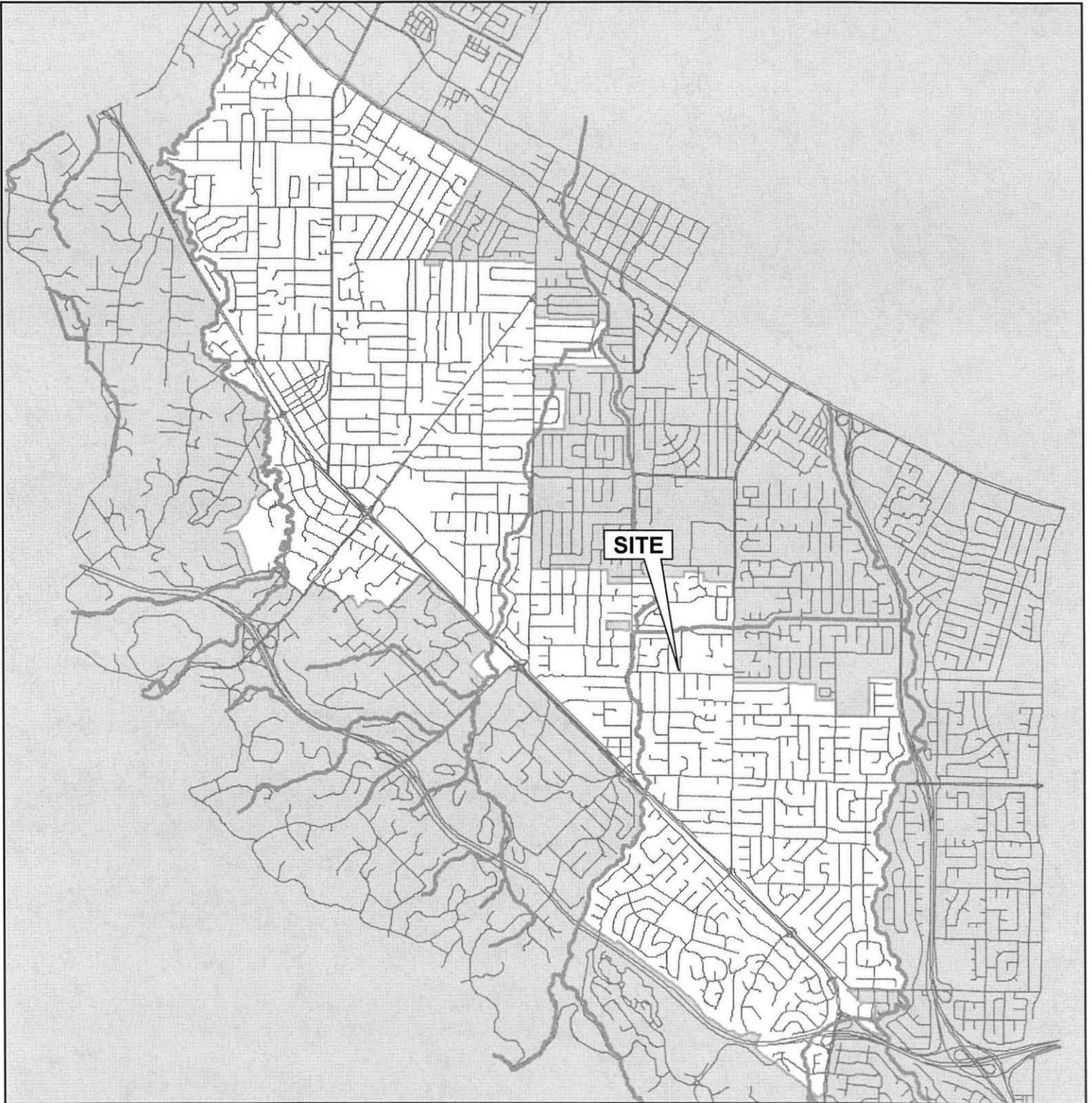
1120 AND 1140 PORTLAND AVENUE



1295 CARMEL TERRACE



# AREA MAP



## CITY OF LOS ALTOS

**APPLICATION:** 15-SC-12  
**APPLICANT:** S. Jee  
**SITE ADDRESS:** 1290 Carmel Terrace

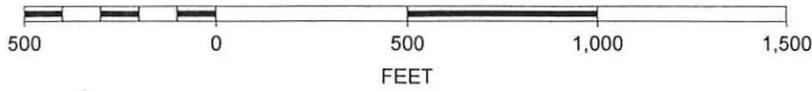


Not to Scale

# VICINITY MAP



SCALE 1 : 6,000



CITY OF LOS ALTOS

APPLICATION: 15-SC-12  
APPLICANT: S. Jee  
SITE ADDRESS: 1290 Carmel Terrace

# 1290 Carmel Terrace Notification Map

## ATTACHMENT D



SCALE 1 : 1,500

